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May 1953

## ANNOUNCEMENT OF ASSIGNMENTS TO KEY POSITIONS

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## 1. GENERAL

This Regulation prescribes Agency policy governing the announcement of assignments to key positions.

## 2. POLICY

- a. Agency Notices will be published announcing the assignment of officials to, or their transfer from, the following positions:

- (1) Director of Central Intelligence  
Deputy Director of Central Intelligence  
Executive Assistant and Assistants to the Director  
Deputy Directors and Assistant Deputy Directors  
Inspector General  
Director of Training and Deputy Directors of Training  
Assistant Directors and Deputy Assistant Directors  
Members of the Board of National Estimates  
Chiefs and Deputy Chiefs of Senior Staffs and Area Division Chiefs  
of the Office of the Deputy Director (Plans)  
Chiefs and Deputy Chiefs of Administrative Offices of the Office of  
the Deputy Director (Administration)
- (2) Special officers and members of continuing boards and committees with responsibility for special functions on an Agency-wide basis, such as the Fair Employment Officer, Career Service Board, CIA Patent Board, etc.

- b. Office heads may, in their discretion, announce other assignments through the publication of an appropriate intra-office issuance. Such announcements may be distributed to other interested offices.

## 3. RESPONSIBILITY

- a. The Assistant Director (Personnel) is responsible for the preparation of Agency Notices announcing personnel assignments.

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- b. Office heads are responsible for notifying the Assistant Director (Personnel) of assignments requiring publication of an Agency Notice.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

WALTER REID WOLF  
Deputy Director  
(Administration)

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